



CITY OF MORGAN HILL POLICE DEPARTMENT

16200 Vineyard Blvd., Morgan Hill, CA 95037

(408)776-7300
FAX (408)776-7328

APPLICATION FOR RELEASE OF INFORMATION

Government Code 6254(f) limits those who are eligible to receive copies of police reports or other police records. Please complete this application and submit it to one of our records department. We will process your request within ten business days of the officer completing the report or receipt of your application, whichever is greater. We will contact you when the report is available to be picked up. The fee for police records is \$12.00 for the first 5 pages and \$0.25 each additional page.

ALL REQUESTS MUST BE PREPAID.

TODAY'S DATE:	TYPE OF REPORT: ____ TRAFFIC COLLISION CRIME TYPE	REPORT / CASE NUMBER:
EXACT LOCATION OR ADDRESS OF INCIDENT:		DATE AND TIME OF INCIDENT:
NAME OF APPLICANT:	NAME OF DRIVER / PROPERTY OWNER / VICTIM:	
ADDRESS:	PHONE NUMBER:	DRIVER LICENSE NUMBER OR I.D. NUMBER:
APPLICANT'S INVOLVEMENT OR INTEREST IN THE REPORT:		
I DECLARE UNDER THE PENALTY OF PERJURY THAT... ____ I AM ____ I REPRESENT ... THE PARTY OF INTEREST IDENTIFIED IN THE REPORT REQUESTED HEREON.		
SIGNATURE: _____		
<u>FOR OFFICE USE ONLY</u>		
RELEASED BY: _____ DATE: _____ FEES COLLECTED: \$ _____ BY: _____		